

## CHAPTER 2 CRITERIA FOR GRANT PROPOSALS AND AWARDS

**731—2.1(7G) Purpose.** The Iowa statehood sesquicentennial commission, based upon the availability of funds, may distribute grants for special projects to certified county sesquicentennial commissions whose project shall seek to further the mission of the Iowa statehood sesquicentennial commission. Additionally, the Iowa statehood sesquicentennial commission may contract with agencies who have existing competitive grant programs for the purpose of redistributing funds. The Iowa statehood sesquicentennial commission, to assist in its operation, has prepared a strategic plan which outlines the mission and scope of the sesquicentennial effort. The strategic plan is available for review upon request to the ISC.

**731—2.2(7G) Definitions.** The definitions used in rule 731—1.2(7G), Iowa Administrative Code, shall apply for terms that are used throughout these rules.

In addition, “*competitive grant*” means the competitive grant application process to determine the grant award.

**731—2.3(7G) Mission.** The goal of the ISC is to educate, celebrate, and commemorate the past and present, and to use this as a tool to focus on the future. The ISC seeks to:

1. Enhance understanding and appreciation of the individual and collective history of Iowans,
2. Actively involve Iowans in expressing and celebrating the personality and character of Iowa, and
3. Leave a legacy that will favorably impact the quality of life for future generations.

The ISC is committed to the development, support, and coordination of quality programs and activities, in keeping with the dignity of the state, which generate pride in who we are and confidence in what we may become.

**731—2.4(7G) Eligibility.**

**2.4(1) Grant process.** Every certified CSC is eligible to participate in the ISC grant process.

**2.4(2) Eligible project.** An eligible project is one endorsed by a certified CSC which has statewide impact and seeks to further the ISC mission statement.

**2.4(3) Notice.** Every CSC shall be made aware of the availability of grants through the county handbook. In addition, the ISC shall issue a biannual public notice that identifies the availability of funds and grant request process.

**731—2.5(7G) Requirements.** The following shall be included in all grant request applications:

1. Name and address of the CSC.
2. Contact person and telephone number.
3. Mission statement of the CSC.
4. Amount requested.
5. Explanation of the need for funds, which includes the following:
  - Description of project
  - The local impact this project serves
  - The statewide impact this project serves
  - Anticipated budget for the project
  - Other sources of funds
  - Date when ISC can expect a progress report on project prior to its implementation
  - Date when ISC can expect a final report once the project is completed.
6. Minutes of CSC meetings reflecting project endorsement.
7. Financial information of the CSC.

**731—2.6(7G) Review process.** The ISC may continually receive grant requests and facilitate review at least biannually.

**2.6(1) Process.** All grant requests shall be received by the ISC staff for technical review, followed by a written summary to the executive committee of the ISC. The executive committee shall review all requests and make recommendations to the full ISC for action.

**2.6(2) Review criteria.** The following review criteria shall be applied to all grant request applications:

- a. Extent the project fulfills ISC mission statement;
- b. The statewide impact the project serves;
- c. The local impact the project serves; and
- d. The commitment of other financial support for the project.

**2.6(3) Action.** The ISC may take the following action:

- a. Endorsement and full funding of project request.
- b. Endorsement and partial funding of project request.
- c. Endorsement and no funding of project request.
- d. No endorsement and no funding of project request.

**731—2.7(7G) Eligible use of funds.** Grant distributions shall be used only for the express purpose detailed in the grant request information. All CSC grant recipients shall sign a grant receipt form acknowledging fund use.

**731—2.8(7G) Redistribution grants.** Based upon the availability of funds, the ISC may enter into contract with agencies who have existing grant programs. The purpose of redistributing ISC funds through such agencies, who have the administrative process and expertise in place to facilitate and monitor competitive grant programs, is to implement projects which seek to further the ISC mission statement and have statewide impact.

**2.8(1) Eligibility.** Agencies that have a competitive grant program in place, which furthers the ISC mission statement, are eligible to submit proposals to the ISC for redistribution of sesquicentennial funds.

**2.8(2) Notice.** The ISC shall issue a biannual public notice that identifies the availability of funds and grant request process.

**2.8(3) Requirements.** The following shall be included in all grant redistribution proposals:

- a. Name and address of agency.
- b. Contact person and telephone number.
- c. Mission statement of the organization.
- d. Detail of the competitive grant program.
- e. Explanation of how the program furthers the ISC mission statement.
- f. Amount of funds requested.
- g. Expected dates of fund redistribution.
- h. Date when ISC can expect a final report on the redistribution.

**2.8(4) Review.** The following review criteria shall be applied to all grant redistribution proposals:

- a. Extent the project fulfills ISC mission statement;
- b. The statewide impact the project serves.

The ISC may continually receive grant redistribution proposals and facilitate review at least biannually. All grant redistribution proposals shall be received by the ISC staff for technical review, followed by a written summary to the appropriate committee of the ISC. The committee shall review all requests and make recommendations to the full ISC for action.

**2.8(5) Reporting.** Agencies shall report to the ISC on a quarterly basis the dispensation of sesquicentennial funds. In addition, agencies shall provide, for subsequent review, any addition or alteration to the grant program. Agencies must acknowledge to grant recipients that funds distributed are sesquicentennial funds.

These rules are intended to implement Iowa Code chapter 7G.

[Filed emergency 7/16/93—published 8/4/93, effective 7/16/93]

[Filed 10/28/93, Notice 8/4/93—published 11/24/93, effective 12/29/93]